

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, March 4, 2019 at 7:00 pm. All members were present. President Kroft called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The February 4, 2019 minutes were reviewed. Ms. Snyder made a motion to approve the February 4, 2019 minutes as presented. Mr. Ferry seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 28 calls in February. Six of those calls were in the borough.
- The March 2019 calendar was reviewed. Mr. Sabold made the motion to approve the activities on the March 2019 calendar. Ms. Snyder seconded the motion and it carried.

EMA report – Mr. Pope was absent due to a funeral but he had nothing to report.

Mr. Derek Higgs, field and maintenance manager from Dover Little League was present. Mr. Higgs came to a council meeting in the fall of 2018 regarding placement of a shed at Ketterman Park. At that time he did not know the size of the shed. They have now decided on a 10' X 20' shed. He previously met with Mr. Grim to find a suitable area for placement of the shed. They decided the level area behind the pavilion by the trees would be best. A few questions were raised if the location would take away from other activities or interfere with any Recreation Board events. That does not appear to be an issue. Mr. Herrold states the revised lease agreement has been forwarded to the school counsel and he is waiting for a response. President Kroft will contact Mr. Nelson from the school and plans to have an answer for the next council meeting. After council has approval from him they can officially give approval to Mr. Higgs. Mr. Higgs also wanted to make Mr. Grim aware that there is a tree down over one of the backstops which the Borough will address. There are tree roots exposed under one of the benches. Mr. Higgs asked for permission for the team to put some type of mulch or gravel down to cover them. Council granted permission for them to take care of it.

Steve Gohn from CBY Systems was present to offer information on the debt collection service they offer. They work with a lot of municipalities collecting utility payments and have been in business for 92 years. They also work on a contingency basis so they only get paid if they collect the debt. Mr. Gohn suggested their service be considered for accounts that the Borough has exhausted. He offered to meet and give more detailed information if we have a need.

Jonathan Hess from 49 Mayfield Street was present to voice his concern regarding the snow plowing. He states the snow is being pushed into the handicapped ramp and that in the past it was pushed up into his yard. He expressed concern for the kids who walk to school and have to walk in the street because of it. He also feels they need to slow down. Mr. Sabold asked Mr. Grim if there is something we can do differently. Mr. Ferry expressed concern that if they do it for one person then everyone will want them to do that which would require a lot of extra time. But Mr. Hess feels it is a safety issue and not just a convenience to him. He stated there was no issue until this year. President Kroft mentioned that PennDOT does not open the ramps and although Mr. Hess gave permission it could then be expected by everyone. Handicapped ramps are a part of the sidewalk and the sidewalk is the resident's responsibility and not the Borough. President Kroft states they will take a look at it until next winter or the next snow fall and see what can be done differently.

**SEWER**

*Public Works Report* – Mr. Grim asked council for their thoughts on replacing the generator transfer panel. Winters Generator is scheduled to look at it on Thursday. It is currently set up to bypass the generator so if the power goes out there will be no power to half the plant. Snelbecker’s Electric gave a price of \$6,821.00. It is cheaper to replace the whole panel than to replace the parts that are bad. Council recommends Mr. Grim get prices from three different manufacturers to compare. Mr. Ferry made a motion for approval for a new generator transfer panel not to exceed \$6,821.00. Ms. Snyder seconded the motion and all were in favor.

*Engineer’s Report* – Mr. Spangler reported the Chapter 94 report is being worked on and will be complete by the end of the month. When it is completed Mr. Grim will review and sign.

Mr. Spangler received the cost from Shrewsbury Borough for televising all of Delwood that hasn’t been lined yet. The cost is \$165 for one man per hour or \$210 for two men per hour. They can do approximately 1500 to 2000 feet per day. He believes they can do it all in three days if the Borough Public Works employees assist so we only need one man. This would calculate to approximately \$5,100 to \$5,500 for the job. Council gave approval to proceed.

Mr. Spangler received an inquiry about new apartments on the north side of the Borough tying into our sewer system. He was asked about this before and he confirmed that council still is not interested in pursuing that.

*Solicitor’s Report* – Nothing

*Old Business* – None

*New Business* - None

**WATER**

*Public Works Report* – Mr. Grim had nothing to add to his report. President Kroft asked if the faulty meters were in Delwood again which is correct. They are the flex meters.

*Engineer’s Report* – Nothing

*Solicitor’s Report* – Nothing

*Old Business* – United Environmental survey still is not completed due to weather.

*New Business* - None

**BOROUGH**

*Public Works Report* – Nothing to add. Ms. Snyder thanked Mr. Grim for the snow plowing job that has been done. The stop sign and street signs at Butter Road and N. Main Street were knocked down but it is not known by whom. They will be replaced or repaired as needed.

*Zoning Manager’s Report* – Mr. Bledsoe was absent due to a funeral.

*Engineer’s Report* – Mr. Spangler met on February 8<sup>th</sup> with Tim Staub from HRG Group regarding the Joint Comprehensive Plan. Mr. Spangler finished sketches for the Ketterman Park drainage issue and the Meadow Road curb and sidewalk project so he can begin to get quotes. He hopes to have quotes by April. A lot of companies are behind and are slow to bid on new projects. The quotes they are getting have been a lot higher in price. In the next month he will be starting to look at street projects for the year. There was a regional committee meeting for the MS4 Stormwater. They are currently still addressing DEP comments on the pollution reduction plan that was submitted on behalf of the whole group. They are going to do a bid for a design build contract to try to address the pollutant reductions that are required. It will probably be a team

of firms that will design it, build it and then maintain it. They thought they may get better prices that way. The stormwater authority was discussed briefly. They were to go to municipalities to talk to them but no one has been to the Borough yet. The county is trying to form authorities to raise money on a complete county wide basis rather than just urbanized areas. They are getting a lot of push back from the farming community. Some options will be presented to the commissioner this spring. DEP is coming out with their phase 3 watershed improvement plan and this one is concentrating on nitrogen. The current phase focuses on sediment.

Mr. Sabold asked about the sketch for the repairs at Ketterman. Mr. Spangler showed he has plans to do two things. First, at the Blacksmith Shop area, install a trench along the paving, drain to an inlet and then to a pipe through the curb onto the street. Second, where the water runs across the sidewalk, install another inlet and a trench drain in the sidewalk that will drain water through a pipe bored through the curb to the street.

*Solicitor's Report* – Mr. Herrold presented the updated ordinance for tax collector fees. Mr. Ferry made a motion to adopt Ordinance # 2019-01 to revise tax collector fees for tax certifications and in-lieu-of bills. Mr. Slusser seconded the motion and all were in favor.

Mr. Herrold gave information regarding the question from last meeting of who can be a member on the recreation board. The Borough code states the members have to be appointed by the Borough council. They do not have to be Borough residents.

Mr. Spangler and Mr. Herrold left the meeting at 7:48 PM.

*Mayor's Report* – Nothing to add

*Police Report* – President Kroft reported there were 95 calls in January which is down 6 from January 2018. There were two calls in the Borough. Laundry was stolen from the laundromat on S. Main Street and there was an overdose on N. Queen Street. North Codorus Township has voted to withdrawal from South West Regional Police as of December 31, 2019. Northern Regional is working on providing a quote for them. North Codorus requested to know what Jackson Township is paying since their municipalities are about the same size. North Codorus is paying almost 50% of the cost of SWRPD and the other three municipalities are paying the other 50%. Jackson Township pays about a 1/3 of what North Codorus is paying.

*Recreation Board Report* - Mr. Pope was absent. Ms. Stitley reported the candy is ordered for the Easter egg hunt. They will be filling the eggs at the April 8<sup>th</sup> meeting at 7 pm. President Kroft recapped the information Mr. Herrold stated earlier that the person that was interested in serving on the Recreation board is allowed to do so even though they do not live in the Borough. They would need to come before council for approval.

*Ambulance Club Report* – Mr. Slusser asked about the new unit. Mr. Raffensberger confirmed that the new unit went into service.

*Secretary's Report* – Mr. Sabold asked about the state aid being returned to the state. Mrs. Plowman stated it was in excess of our cost and it was recommended that we return the unused portion.

*Treasurer's Report* – Mrs. Koch questioned utilization of the Laserfiche. Mrs. Plowman doesn't have knowledge of it. Mr. Sabold stated students had come in the past to scan information into it. Ms. Snyder made a motion to approve the treasurer's report as presented. Mr. Slusser seconded the motion and all were in favor.

*Old Business* – President Kroft had some correspondence with Mr. Tolbert in reference to doing Borough newsletters/postcards. He is also interested in offering ideas using social media outlets. President Kroft will ask him to come to the next meeting and to give council some advance proposal of what he wants to do. President Kroft contacted Give Local York about the banners they wanted to hang in the Borough but he did not hear back from them.

*New Business* – Ms. Snyder had contacted President Kroft about Botterbusch Jewelry and Crafty Basket closing their businesses. Since they have been businesses in the Borough for many years she was suggesting Borough

council give them Resolutions thanking them for their years of service in the Borough. President Kroft is proposing they be adopted at the April meeting and ask the owners to attend the May meeting to present them. Ms. Snyder felt it would be a nice gesture since we don't have many businesses with that longevity in the Borough and that it would be nice to thank them as being part of the community for so long. Council was in favor of doing this.

Mr. Sabold voiced concern about the flag football competition that was played at Ketterman Park on Saturday, March 2. Since there was snow on the ground they used snow blowers to remove it. By the end of the day Saturday it was a muddy mess and they left trash everywhere. Mr. Slusser shared that it was organized by Dover Youth Football and that he spoke to Mr. Hake. They did clean it up on Sunday and he offered to reseed the grass as needed. Mr. Sabold felt this may now affect other teams using it but the other teams actually wouldn't be using the affected area. Baseball starts in April and Lacrosse is hoping to start practices the 3<sup>rd</sup> or 4<sup>th</sup> week of March with games in April. Council discussed many concerns such as scheduling of game dates, outside teams treating the park with disrespect, who makes the decision regarding playing if there are weather issues and restricting the months of play. Mr. Sabold made a motion to curtail all use of the park for any sports teams until further notice since it is not suitable for play. More discussion followed regarding written agreements with the teams, charging a deposit or fee to teams, what would happen to these teams if they cannot use the park for games, the good these teams do for the kids and the need for a written calendar of practices and game dates and times. Ms. Snyder amended Mr. Sabold's motion to restrict all use of fields for sports organizations until at least March 18, 2019 and to reassess them on March 17<sup>th</sup> to see if they will be reopened. Mr. Sabold seconded the motion and all were in favor. It was decided that President Kroft, Mr. Sabold and Mr. Ferry will meet with Mr. Slusser who is representing Dover Lacrosse, at 3:30 on March 17, 2019 to reassess the fields. Mr. Slusser will contact Mr. Hake. Mrs. Koch suggested an email be sent from Dover Borough to the teams with this information.

President Kroft reported that Mrs. Plowman contacted our insurance company regarding coverage for any National Honor Society students doing odd jobs in the Borough. They said if the students are volunteering for the Borough they are covered with liability only. If a resident wants to rent-a-kid it would fall under the home owners insurance. They felt that the National Honor Society should also have coverage for the students for when they are out doing projects.

Jon Hess asked about the status of the planters in the square. Council confirmed that they are going to be replaced when the weather breaks. Miscellaneous ground material has been temporarily hauled to the Dover Women of Today building. The top soil that is at the plant will be reused. Mr. Grim will get updated quotes to replace the planters.

With no further business to discuss, Ms. Snyder made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 8:55 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer